	MANAGEMENT CONTROL EVALUATION CERTIFICATION	AR 215-1								
	STATEMENT	2. DATE OF REGULATION 24 Oct 2006								
	For use of this form, see AR 11-2; the proponent agency is ASA(FM).	24 001 2000								
Dire	3. ASSESSABLE UNIT Directorate of Morale, Welfare, and Recreation									
	4. FUNCTION Old Point Comfort Marina, Sales / Change Fund Operations									
	METHOD OF EVALUATION (Check one)	4 0								
Х	a. CHECKLIST b. ALTERNATIVE METHOD (Indicate	b. ALTERNATIVE METHOD (Indicate method)								
API	APPENDIX (Enter appropriate letter)									
	EVALUATION CONDUCTED BY	L DATE OF EVALUATION								
Gro	NAME (Last, First, MI) gan, Theresa J.	b. DATE OF EVALUATION 6 Dec 2006								
7.	REMARKS (Continue on reverse or use additional sheets of plain paper)									
Key	management controls were tested by direct observation, file/documentation review, and sampling.									
No	material weaknesses were found during this evaluation period.									
	·									
8.	CERTIFICATION									
I certify that the key management controls in this function have been evaluated in accordance with provisions of AR 11-2, Army Management Control										
Process. I also certify that corrective action has been initiated to resolve any deficiencies detected. These deficiencies and corrective actions (if any)										
are described above or in attached documentation. This certification statement and any supporting documentation will be retained on file subject to										
	dit/inspection until superseded by a subsequent management control evaluation.									
a. (1)	ASSESSABLE UNIT MANAGER Typed Name and Title	b. DATE CERTIFIED								
Pa	rector of Morale, Welfare, and Recreation	,								
	Signature	14 Dec 06								
	All Delwen	112000								

DA FORM 11-2-R JUL 94

EDITION OF JAN 94 IS OBSOLETE

USAPPC V 2.00

1. REGULATION NUMBER



Internal Controls Checklist

SALES/CHANGE FUND OPERATIONS

Activity: Maring

Question	YES	NO	NA	REMARKS
Are cash registers or pre-numbered receipts used to record all sales?	X	÷		The Rec Trac Point of Sale System is utilized. All rental forms/leases are prenumbered
Are pre-numbered forms controlled and accounted for?	X			Forms are kept in a secured cabinet. All forms are listed on Transmittal Sheets as they are used.
Are all sales individually rung on cash registers	X			Rec Trac Point of Sale System is utilized
Are cash registers operated with drawer closed between sales	X	-		Register is secured between sales
Are over/under-rings noted on register tapes, initialed by supervisor, and adjusted from sales?	X			If observed at time of sale, items that have been over/under rung can be corrected on the spot with Rec Trac. If not, any overages or shortages are noted on the Daily Cash Receipt Journal.
Are cash overages/shortages reported on DA Form 4082? Are they tracked and evaluated when necessary?	X			All overages and shortages are reported on the Daily Cash Receipt Journal and sent to NAF Accounting for review and record.

Z B	- 4-0U		
Activity Manager Signature	Date		
& m pt	18 Dec	06	
Deviewing Supervisor	Date		-